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To whom it may concern:

It is my pleasure to highly recommend Mr Jelly _____ performance working as a sales representative

1.
 - a. whom
 - b. which
 - c. whose
 - d. who

for Techpower proved that he would be a valuable addition to any company.

I have known David Jelly for more than three years in my capacity as sales Manager at Techpower. David worked for me on various projects as a sales representative, and based on his work, I would rank him as one of the best salespeople we have ever had.

David distinguished himself by consistently meeting his targets and his clients' expectations thanks to a skillful management of his client portfolio. _____, he is very clever and has excellent negotiation and

2.
 - a. Yet
 - b. Moreover
 - c. Meanwhile
 - d. Though

communication skills.

He is also very _____ in the sense that everyone in Techpower knew we could

3.
 - a. dependent
 - b. dependable
 - c. despondent
 - d. depending

count on him to assist us in any task to be performed.

If his performance in our company is a good indication of how he would perform in yours, he would be an extremely positive asset to your firm.

If you are _____ in getting further information about Mr Jelly, please do not hesitate to contact me.

4.
 - a. interested
 - b. of interest
 - c. interesting
 - d. interest